

REQUEST FOR SEALED BID

City of Martinsville
P. O. BOX 1112
Martinsville, Va. 24114-1112

REVISED

FAXES AND EMAILS NOT ACCEPTED

DIRECT

REPLY TO: KAREN MAYS, PURCHASING AGENT

For inquiries only: kmays@ci.martinsville.va.us
rlegus@ci.martinsville.va.us

Quote F. O. B. Martinsville, VA.

This is an inquiry not an order. Please attach this page with any submittals. The City of Martinsville reserves the right to accept or reject any and all bids, to purchase any part of the whole of items bid upon, to waive any informalities, and to award this bid as determined to be the most advantageous to the City.

All sealed bids must be delivered to the Central Warehouse, 990 Fishel Street, Martinsville, VA 24112 or mailed to the P.O. Box 1112 address as listed at the top of form.

Bids are subject to the City's Purchasing Manual and Virginia Public Procurement Act.

Issue Date: 06/22/2016		Reply Not later Than: 07/07/2016 @ 2:00 p.m.		Date Delivery Requested:	
1. Network Craze		4.			
2. Cxtec		5.			
3.		6.			
Quantity	Description	REVISED	Unit Price	Amount	
	Sealed bids will be received until 2:00 p.m. on Thursday, July 7 th , 2016, by the City of Martinsville Purchasing Department to contract with a firm for the purchase of the following:				
130 Ea	9608G Avaya Telephones, New Only, Item #700505424, With Lifetime Advance Replacement Warranty at No Cost.				
250 Ea	9608G Avaya Telephones which includes the 130 each phones above, but now includes 120 added to this bid.				
	Quote F.O.B. Martinsville, Va. Freight prepaid and allowed.				
	Sealed bids will be received in the office of the Senior Buyer, Robin Legus, Central Warehouse, 990 Fishel Street, Martinsville, Va. 24112. You may send your bid to the Fishel Street address by FedEx, UPS or in person. You may mail your bid to the City of Martinsville, PO Box 1112, Martinsville, Va. 24114-1112.				
Point of Shipment:		FOB: MARTINSVILLE, VA Freight Prepaid and Allowed		Promised Delivery Date:	
Terms:		Quotation date:		Authorized Signature:	

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1.		4.			
2.		5.			
3.		6.			
Quantity	Description	Unit Price	Amount		
	Please place in the lower left corner of the envelope				
	"Telephones" and the bid opening date.				
	The City reserves the right to accept or reject any and				
	all bids, to waive any informalities, and to award this				
	bid as determine to be the most advantageous to the City.				
	Purchase of these phones is contingent upon funds being				
	released. Purchase is not guaranteed.				
	Delivery date may be a factor in tabulating this bid so				
	please state your delivery schedule.				
	Please print your name:				
	Please give your email address:				
Point of Shipment:		FOB: MARTINSVILLE, VA		Promised Delivery Date:	
		Freight Prepaid and Allowed			
Terms:	Quotation date:	Authorized Signature:			



NEGOTIATION

In the event the bid from the lowest responsible bidder exceeds available funds, the City may negotiate with the apparent low bidder to obtain a contract price within available funds. The procedures for such negotiations shall be as follows:

- a. City, Engineer, and apparent low bidder together will review the project and attempt to find mutually agreeable proposed changes that will effectively reduce the cost of the project.**
- b. Apparent low bidder will present reasonably documented and substantiated proposed deductions in project cost for each potential project change, which will allow City to evaluate each proposed deduction.**
- c. The parties will attempt to negotiate and sign a reasonable contract for the entire project, the price of which does not exceed available funds.**